



## CITY COUNCIL WORK SESSION MINUTES

April 06, 2026 at 5:00 PM

7701 County Road 110 West Minnetrista, MN 55364

*Pursuant to Minnesota Statutes, section 13D.02, one or more council members may participate remotely.*

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### 1) CALL TO ORDER

Mayor Whalen called the meeting to order at 5:03 p.m.

Council present: Mayor Whalen, Council members Reffkin, Govern. Staff: Administrator Kruggel, Assistant Administrator Bauman, Finance Director Grimm, Community Development Director Abel, Public Works Director Peters, City Clerk Meyerhoff (Remote)

Absent: Councilmember Vickery

Council member Lacy arrived at 5:22 p.m.

### 2) DISCUSSION ITEMS

#### a) Loffler Cybersecurity Update - Presentation will be given at the meeting

During the Council Work Session, staff introduced a discussion on cybersecurity initiatives stemming from the City's recent strategic planning session held earlier in the year. The purpose of the discussion was to outline the City's current cybersecurity practices and explore potential enhancements to better protect against emerging threats. Staff indicated that any proposed additions or upgrades would likely be considered as part of the 2027 budgeting process. The presentation was then turned over to Jeff Gullickson with Loffler, who was invited to provide further detail, with Council members encouraged to ask questions throughout the discussion.

Jeff explained the current security controls in place as well as future security controls that are recommended.

Mayor Whalen asked Loffler to provide some numbers on recommendations for budgeting in 2027.

#### b) Future Watermain Extension Discussion

Aaron Vollmer gave a brief update on the Water Treatment Plant as well as pipeline improvements.

Aaron Vollmer, AE2S, provided a brief update on the water treatment plant construction project. The contractor began excavation several weeks prior and is nearing completion of that phase, though recent rainfall has caused minor delays. A crane was successfully delivered to the site via Highway 7 with assistance from the police department to ensure safe transport. Work is also underway on-site grading, including the creation of a berm that will eventually be landscaped. Staff noted that a project website is available to share updates and photos with the community, and efforts have been made to ensure it is easily accessible from the City's main webpage. Coordination with the contractor has been ongoing through regular meetings, including submittal reviews and responses to project-related questions, with over 100 equipment submittals processed to date. As construction progresses, on-site oversight will increase, with staff present multiple days per week and biweekly progress meetings

planned. Overall, while still in the early stages, the project is advancing and moving into active construction.

Staff and Aaron discussed proposed pipeline and distribution system improvements associated with future development and long-term water system capacity. A nearby development prompted evaluation of water main sizing, with staff recommending installation of larger, 12-inch mains in select areas—exceeding the standard 8-inch requirement—to support broader system transmission needs rather than just the development itself. Council discussed the cost-sharing approach, noting that developers typically fund standard infrastructure while the City covers upsizing costs for trunk system benefits, estimated between \$300,000 and \$600,000 in this case.

Further discussion focused on a larger trunk pipeline project intended to improve water transmission from east to west, reduce system bottlenecks along Highway 7, and manage system pressure. Staff explained that pipe sizing is based on hydraulic modeling and flow velocity, resulting in varying pipe diameters along the route. Council raised questions about long-term planning, including whether larger pipe sizes should be installed now to accommodate future growth and avoid costly upgrades later. Staff agreed to revisit modeling assumptions and provide additional analysis on future development scenarios.

Council also examined policy considerations and past practices regarding developer responsibility for infrastructure, questioning whether the current approach differs from previous developments. Staff clarified that the proposed trunk line serves the broader system and future growth, distinguishing it from project-specific infrastructure. Timing and funding were also discussed, with staff noting that while the development does not require the trunk line to proceed, the improvement is important for long-term system efficiency. Without the project, the City would face limitations on water system output and increased pressure in certain areas, reinforcing the need to balance near-term capacity with long-term infrastructure planning.

During the Council Work Session, staff discussed timing considerations for the proposed pipeline improvements and noted that while a specific construction timeline has not yet been finalized, additional analysis will be provided at a future meeting. Staff highlighted that current market conditions are favorable for underground construction, with competitive bidding despite rising material costs, which may present an opportunity for the City to advance the project. However, the project is expected to remain a significant capital investment regardless of timing.

Staff also explained that previous investments in expanded storage and pumping capacity at the water plant were intended to delay the need for additional infrastructure. Without those earlier improvements, further storage upgrades may have been required as early as 2030. Based on current projections, limitations in system capacity and water distribution could begin to emerge around that timeframe if pipeline improvements are not implemented. Staff noted that both design and construction will require considerable lead time and indicated that a preliminary schedule would be presented to help guide future planning and decision-making.

### **3) ADJOURNMENT**

Motion by Reffkin seconded by Govern to adjourn the meeting at 6:15 p.m.

Motion passed 4-0.

ADOPTED the 20<sup>th</sup> day of April 2026 by a vote of \_\_\_\_ Ayes and \_\_\_\_ Nays

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Lisa Whalen, Mayor

ATTEST:

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Ann Meyerhoff, City Clerk

DRAFT